



**CITY OF LEMON GROVE**  
**invites applications for the position of:**  
Fire Captain (Cities of El Cajon, La Mesa & Lemon Grove)

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**SALARY:** See Position Description

**OPENING DATE:** 10/13/14

**CLOSING DATE:** 10/27/14 05:00 PM

**POSITION DESCRIPTION:**

*Salary Range*

**City of El Cajon: \$6,095.79 - \$7,428.03/monthly**

**City of La Mesa: \$5,693 - \$6,921/monthly**

**City of Lemon Grove: \$6,510.76 – 7,916.47/monthly**

Under administrative direction, supervises and oversees the operation of a fire company in accordance with departmental policies and procedure involving staffing and training; supervises and participates in the direction and operations involving personnel and equipment at the scene of emergencies in fire suppression, emergency medical services and/or other emergency situations encounters; conducts fire inspections and fire investigations; and performs related work as required.

**TYPICAL DUTIES:**

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Responds to alarms and directs personnel at the scene of emergencies involving fire, all types of accidents, gas leaks, flooded structures, hazardous materials, hazmat rescue, extrication, water rescue and life saving work;
- Supervises personnel and makes decisions as to be taken and determines the need for additional staff assistance;
- Schedules and directs training including fire suppression drills, fire prevention inspections and pre-fire planning activities;
- Supervises and may participate in fire investigation activities at fire scene and the inspection of buildings and installations for fire hazards and fire safety systems as required by federal, state and local law;
- Administers and oversees implementations of City and departmental policies, procedures, memoranda of understanding (MOU) and other regulations;
- Maintains station records and other periodic and special activity records;
- Participates in public relations activities involving demonstrations and interpretations of fire prevention and safety procedures;
- Represents the department and/or City at events; makes oral presentation to the public and media;
- Supervises and evaluates sworn and non-sworn employees;
- Responds, when off duty, to fulfill critical staffing needs in the event of a large scale city

emergency.

### **QUALIFICATION GUIDELINES:**

Minimum qualifications vary amongst the three agencies. Please refer to each agency's class specification for Education and Experience Guidelines.

To obtain each agency's Fire Captain class specification, please click on the following links:

- City of El Cajon – [Fire Captain Classification Specification](#)
- City of La Mesa – [Fire Captain Classification Specification](#)
- City of Lemon Grove – [Fire Captain Classification Specification](#)

Each candidate shall have successfully completed the approved Fire Department Company Officer's Task Book.

### **ADDITIONAL INFORMATION:**

The Cities of El Cajon, La Mesa, and Lemon Grove will be conducting the application and examination process jointly. Separate eligibility lists will be established by each agency for their respective vacancies.

Interested applicants must submit an online application by the application deadline. **The City of Lemon Grove will be collecting all applications for this joint process. Interested candidates must submit an application by Monday, October 27, 2014 at 5:00 pm, which can be done online or scanned to [crussell@lemongrove.ca.gov](mailto:crussell@lemongrove.ca.gov)**

Qualified candidates will be invited to participate in the examination process which will consist of the following components:

- Writing Project (Weight: 15%): November 4<sup>th</sup>, 2014
- Oral Presentation (Weight: 15%): November 5<sup>th</sup> – November 6<sup>th</sup>, 2014
- Appraisal Interview (Weight: 35%): November 5<sup>th</sup> – November 6<sup>th</sup>, 2014
- Emergency Simulation (Weight: 35%): November 11<sup>th</sup> – November 12<sup>th</sup>, 2014

Candidates must achieve a passing score of 70% or better on each phase of the selection process to be placed on the eligibility list.

Applications may be filed online at <http://lemongrove.ca.gov/departments/human-resources/job-opportunities> or scan completed application packets to [crussell@lemongrove.ca.gov](mailto:crussell@lemongrove.ca.gov)

Please contact Corinne Russell if you have any questions at (619) 825-3848 or [crussell@lemongrove.ca.gov](mailto:crussell@lemongrove.ca.gov)